

# Query an outside organization for a patient record

## Using Care Everywhere

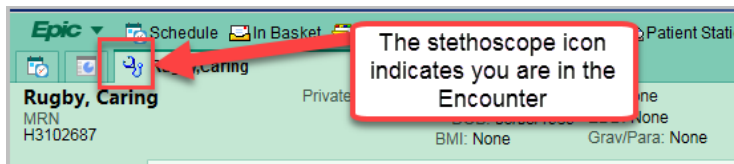
In this exercise you will view a patient's record from another organization and bring that information into your local chart.

### SCENARIO:

Before the patient is seen today, you want to verify whether or not the patient has any outside clinical information available from other organizations.

### TRY IT OUT:

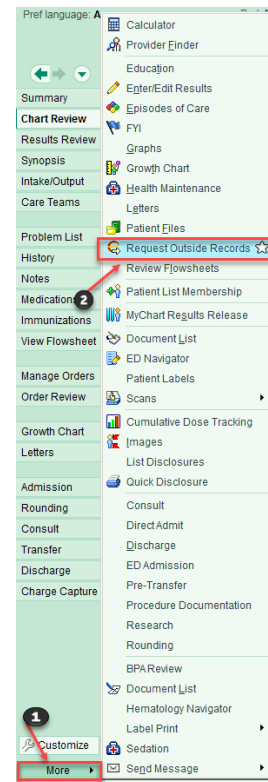
- Ensure that you are in the active Encounter



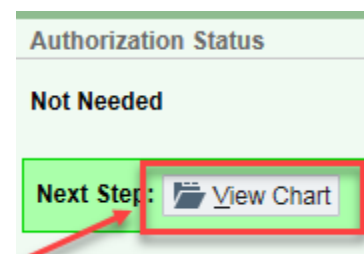
- To open the **Request Outside Records** activity for your patient.

1. Click **More**
2. Click **Request Outside Records**

- Choose an organization from the list.
  - Remember: The names listed here after go-live will be names of actual organizations.
- Enter your password (bottom right), and then click **Query**.
- Compare the demographics for your patient to those from the outside organization.
  - If a matching patient is found you are confident that the match is correct, then click **Yes - Correct Patient**.
    - i. Hint: Yellow highlights indicate demographic information that is different between the local chart and the outside organization's chart. This might indicate information that is simply missing from one record, but it's important to verify any information with the patient that differs.
  - If there is no patient found you will see the error message below



- Open the patient's outside record by clicking **View Chart**
  - This will open up the Care Everywhere activity



- Select the Summary tab.
- Click the **Reconcile with Patient's Chart** hyperlink in the Active Allergies section to open the Reconcile Outside Information activity.

Active Allergy	Reactions	Severity	Noted Date	Comments
Alcohol			09/29/2016	
Flowers	sneezing	High	09/21/2016	
Grass	Runny Nose (Rhinorrhea)		09/21/2016	
Latex Type 1			09/29/2016	
Ascorbate			09/30/2016	
Peanut-Derived	Swelling	Medium	09/21/2016	

- Add or discard allergies from the outside organization to the patient's chart.
  - Hint: Click **Add** to bring outside information into the local chart, and click **Discard** for items you don't want.

Agent	Reaction	Updated on	Add
Coppertone Sport <i>New</i>		Rady Children's Hospital - POC 9/29/2016	Add
Grass <i>New</i>	Runny Nose (Rhinorrhea)	Rady Children's Hospital - POC 9/21/2016	Add
Alcohol <i>Update</i>		Rady Children's Hospital - POC 9/29/2016	Add
Ascorbate <i>Update</i>		Rady Children's Hospital - POC 9/30/2016	Add
Flowers <i>Update</i>	sneezing	Rady Children's Hospital - POC 9/21/2016	Add

- Reconcile information on the remaining tabs.
  - Hint: **Click File & Next**. When you're finished with all of the tabs, click **File & Close**.

Agent	Reaction	Severity	Reaction Type	Noted	Updated on	Add
✓ Peanut-derived	Swelling			12/6/2016	12/8/2016	Add
✓ Tirofiban				12/6/2016	12/6/2016	Add
✓ Water, Sterile				12/6/2016	12/8/2016	Add

Current Allergies/Contraindications in Local Medical Record (After Changes Are Filed)						
Agent	Reaction	Severity	Reaction Type	Noted	Updated on	
Flowers	sneezing	High		12/6/2016	12/6/2016	
Peanut-derived	Swelling	Medium		12/6/2016	12/8/2016	
Alcohol				12/6/2016	12/8/2016	
Ascorbate				12/6/2016	12/6/2016	
Coppertone Sport				12/8/2016	12/8/2016	
Grass	Runny Nose (Rhinorrhea)			12/8/2016	12/8/2016	
Latex Type 1				12/6/2016	12/6/2016	
Tirofiban				12/6/2016	12/8/2016	
Water, Sterile				12/6/2016	12/8/2016	

- Hint: When you reconcile medications, you might be prompted to provide additional details, such as the dose. Click **Accept** if the details are correct

